

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

April 21, 2005, 7:30 p.m.

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Clark at 7:45 p.m.

ROLL CALL: Attending Directors: President Matthew Clark, Vice President Leonard Woren, Treasurer Ric Lohman, and Board Member Gael Erickson. Secretary Fran Pollard was absent.

Attending Staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Legal Counsel Jonathan Wittwer.

PLEDGE OF ALLEGIANCE: President Clark led those present in reciting the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION

Director Woren announced that the Water Summit will be held on April 28, 2005.

ACTION AGENDA

1. Presentation of Draft Fiscal Year 2005-2006 Sewer Authority Mid-Coastside Operating and Capital Budgets by SAM General Manager Jack Foley.

Mr. Foley indicated that the SAM budget reflected a 21% increase from the previous year, due mainly to increased collections staffing and spill prevention. He also reviewed the major points of the draft budget. He then introduced Mike Britten of Carollo Engineers, who gave a presentation providing a review of the wet weather capital improvement projects.

President Clark directed that this item be continued at the end of the Action Agenda.

The General Manager responded to Board questions and the Board held a general discussion on the proposed Budgets.

2. Consideration of Resolutions approving Draft Fiscal Year 2005-2006 Sewer Authority Mid-Coastside Administration, Treatment, and Collections: Operating and Capital Budgets.

No action taken.

3. Consideration of Semi-Annual Variance Application: Daniel Polk, APN: 047-212-100, Palma & Ferdinand, El Granada, 2,571 sq. ft. parcel, zoned R-1/S-1 (5,000 sq. ft. min.), proposed Single-Family Dwelling.

District Counsel Wittwer indicated that the Board would need to make the findings outlined in the District Code for the Board to approve of the semi-annual variance application, because substandard parcels are not included in the County LCP buildout calculations (which calculations limit the capacity of infrastructure the District may construct). Hence, approval of sewer permits for substandard parcels may adversely affect the District's ability to address wet weather overflows and/or provide sewer service to conforming parcels. Counsel reviewed each of the findings in the summary provided in the agenda packet.

ACTION: Director Woren moved to approve the Variance Application for APN 047-212-100, based on the findings set forth in the agenda packet, and correcting finding #4 to read "the District has found equivalent proof of parcel legality, direct staff to come back with revised finding #6 that will include a statement that finding #6 could only be made based on fact that the development of this property is and will remain proportional from a wastewater standpoint to the size of the parcel and cannot for practical reasons be increased as represented by the Project Architect. In addition, the project cannot be changed without returning to the Board and that all conditions of approval of this Variance are to be included in the Sewer Permit and the Sewer Permit duly recorded. (Woren/Erickson). Approved 3-1 (Lohman opposed).

4. Consideration of Granada Sanitary District Audit Report for Fiscal Year Ending June 30, 2004.

The General Manager reviewed the draft audit report and noted that the audit is in full compliance with the new GASB 34 accounting standards. He also noted that the audit now contains a Management Discussion and Analysis section which outlines any significant highlights or changes in the financial condition of the District.

ACTION: Director Woren moved to approve the Granada Sanitary District Audit Report for Fiscal Year Ending June 30, 2004. (Woren/Lohman). Approved 4-0.

5. Appoint Director to Nurserymen's Exchange Ad Hoc Committee.

ACTION: Director Woren moved to appoint Director Gael Erickson to the Nurserymen's Exchange Ad Hoc Committee. (Woren/Lohman). Approved 4-0.

CONSENT AGENDA

Director Woren requested that item 7 be held for discussion.

- 6. Approval of Special Meeting minutes for March 17, 2005.**
- 8. Approval of April 2005 warrants totaling \$125,330.97 (Check# 1923-1962).**
- 9. Approval of Assessment District Administrative Costs Fund distribution #20 totaling \$ 4,060.50.**
- 10. Approval of January 2005 Financial Statements.**

ACTION: Director Woren moved to approve Consent Agenda items 6, 8, 9, and 10. (Woren/Lohman). Approved 4-0.

7. Approval of Regular Meeting minutes for March 17, 2005.

Director Woren requested that the second bulleted item under agenda item 3 be changed to read "The Granada Sanitary District has no objection to the proposed annexation provided there are no overlapping of services".

ACTION: Director Woren moved to approve the March 17, 2005 Regular Meeting minutes as amended above. (Woren/Lohman). Approved 4-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

11. Sewer Authority Mid-Coastside: March 30, 2005.

Directors Lohman and Woren reported on the reclaimed water issue addressed at the SAM meeting.

12. Report on other seminars, conferences, or committee meetings.

None.

INFORMATION CALENDAR

13. Treasurer's Report.

Director Lohman reported on the procedures for future Treasurer's Reports.

14. General Manager's Report.

None.

15. Administrator's Report.

None.

16. Attorney's Report.

None.

FUTURE AGENDA ITEMS

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 10:45 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Gael Erickson, Secretary Pro-tem

Date Approved: May 19, 2005